

## **Policy 1.1.14    Public and Private Street Rename Process and Criteria**

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### **POLICY PURPOSE:**

This policy establishes a process for consideration of a request by a member of the public to rename a public or private street located within the city limits. This policy does not alter the existing street naming policy system. The policy also includes criteria to be used in consideration of requests to rename public or private streets.

### **POLICY STATEMENT:**

It is the policy of the City to provide a process for consideration of the renaming of public and private streets located within the City limits. The following provides a procedural and processing format to accomplish the City's policy.

#### **Process for a Public Street Rename Study**

The street rename process for public streets shall consist of two steps; consideration of the initial request for a street rename study followed by processing of the formal application.

1.     Initial request for a public street rename study:
  - A.     A public street rename request shall be initiated in writing by one or more resident(s), business owner(s) or tenant(s), or by a home owners association or similar common ownership organization within the City of Sunnyvale, submitted to the Director of Community Development.
  - B.     The written request must state the reason the change is being proposed, which street or streets are requested for consideration of a street name change and any proposed new name(s). A street map shall also be provided showing the location of the proposed street name change.
  - C.     The Director of Community Development will schedule City Council consideration of the proposed requested street rename. The Director of Community Development shall prepare a staff report providing a brief analysis of the request.
  - D.     At a public hearing, Council will, in its sole discretion, determine whether to allow the filing, with fee, of a street rename study.
2.     Review of Public Street Formal Application:
  - A.     If the request for a street rename study is approved by Council, consideration of the proposed street rename shall be initiated by the filing of a public hearing application (on a form provided by the Director of Community Development) along with payment of the required fee.
  - B.     The required fee shall be the currently applicable Legislative Actions/General Plan Amendments fee at the time the application is filed.

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- C. The application filing shall include a statement as to the reason the change is being proposed, which street or streets are requested for consideration of a street name change and any proposed new name. A street map shall be provided showing the location of the proposed street name change.
- D. The Community Development Department shall process the application, and shall be authorized to determine, on a case by case basis, the appropriate scope of public outreach, public notice and neighborhood workshops that a given application may require.
- E. Community Development Department analysis of the rename request will include, at a minimum, consultation with the City's Department of Public Safety, the County of Santa Clara, Communications Department - Technical Services Division and the United States Postal Service.
- F. The Director of Community Development shall prepare a staff report providing a detailed analysis of the request including alternatives.
- G. At a public hearing, Council will approve the requested rename if it can make the finding that it is in the public interest of the City. Council action shall be by resolution.

### Process for a Private Street Rename Study

The street rename process for private streets shall consist of the filing and processing of a Miscellaneous Plan Permit.

- A. A private street rename request shall be initiated by the filing of a Miscellaneous Plan Permit Application and fee by at least 50% of property owners (or by a home owners association or similar common ownership organization) whose property is addressed on the private street under consideration to the Director of Community Development.
- B. The required fee shall be the currently applicable Administrative Request/Extension of Time fee at the time of application filing.
- C. The Miscellaneous Plan Permit Application shall include a written project description stating the reason the change is being proposed, which street or streets are requested for consideration of a street name change and any proposed new name. A street map shall be provided showing the location of the proposed street name change.
- D. The Director of Community Development shall process the Miscellaneous Plan Permit Application consistent with Chapter 19.82 of the Sunnyvale Municipal Code.
- E. Appeal of the action taken by the Director of Community Development shall be considered by the City Council.

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### Street Rename Criteria

The following criteria shall be used in consideration of public and private street rename requests.

1.     Number of Businesses/Residents Directly Affected
  - A.     Directly affected: Consideration in this category would focus on the number of properties directly affected; the fewer properties the better.
  - B.     Indirectly affected: Properties indirectly affected by the renaming of a street include those which take their address from a street that is accessed or served by the street under consideration. Consideration in this category would focus on the number of properties affected; however, the number of affected properties may be quite large due to the relationship of the street circulation grid.
2.     Compatibility with Existing Street Naming System

Consideration of this criteria would include compatibility with the City's existing street naming system.
3.     Appropriateness Given Types of Uses Along Subject Street

Consideration of this criterion would insure reasonable compatibility between land use and street name.
4.     Recognition of Community Diversity

Consideration of this criterion would endorse evolving community diversity.
5.     Recognition of Historical Significance

Consideration of this criterion recognizes the historical significance of existing street names and the importance in recognizing the potential future historical importance to current events and developments.
6.     Impacts on Emergency Services

Consideration of this criterion will ensure that replacement names for existing streets will not result in confusion related to efficient access for emergency purposes.
7.     Costs

Consideration of this criterion will evaluate fiscal impacts to the City and affected community, and to consider which costs the applicant should bear.
8.     Precedent

Consideration of this criterion will determine whether an action to rename a street might establish a desirable or undesirable precedent.

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### 9. Continuity and Stability

Consideration of this criterion will evaluate the affect of a rename request on the public's general connection with the existing name.

### 10. Length of Street

Consideration of this criterion will review the alternative of renaming sections of the proposed street (as opposed to renaming the entire street) and how the length of such street sections may affect the continuity of the street.

(Adopted: RTC 02-206 (6/4/2002); Amended: RTC 02-206 (6/4/02))

Lead Department: Community Development

